

The Board of Liberty Township Trustees met in Regular Session at the township administration office on Monday, April 13, 2026 at 6:00 p.m. with the following members in attendance, Mr. Arnie Clebone, Mr. Devon Stanley, and Mr. Gregory Cizmar presiding.

Fiscal Officer Matthew Connelly presented his financial report. Mr. Connelly noted the advances that appear on the Cash Summary Report are the returned funds loaned to the Police Fund back to the General Fund. He continued stating we received all of the 2025 first half taxes. Also, the township received the Belmont Park Cemetery Endowment Trust Funds, which has been owed to the township for approximately 9 months. The township can only use the interest earned from the Trust Fund. Matt explained, the General Fund is the only unrestricted fund, allowing it to support other funds. The other funds are bound to a specific purpose defined by the ORC. He added, he is \$0.42 cents off to balance the March bank statement, but he is sure he will find it. All quarterly reports have been filed, he reported. Matthew continued saying he submitted the annual OTARMA reports including a review of township properties. Matt attended the Local Government Conference for Fiscal Officers in Columbus last month. He continued, reviewing the revenue and expenditures for the 1<sup>st</sup> quarter of 2026, and said we received more than we spent. Lastly, he said we deal with approximately 1,500 vendors' year, which is a lot.

Administrator Martha Weirick thanked the AARP volunteers for offering tax preparation services for seniors and low-income individuals. She announced the annual litter cleanup is fast approaching. She asked those interested to stop at the township building on April 25<sup>th</sup> starting at 10:00 a.m. for supplies.

Fire Department Chief Doug Theobald was absent.

Police Department Chief Ray Buhala presented his report. He highlighted some points from the report including the 1,171 calls for service, 59 arrests, 93 stops, 15 impounded vehicles, and 11 crashes. Submitting, "Our patrol officers are out patrolling our neighborhood streets. With the warmer weather more people are outside. If you see something, please call the department." Trustee Stanley complimented the Chief on the updated format of the monthly reports.

Road Superintendent Mr. Wayne Hickman gave updates on several on-going projects. He stated the Center Park Project is about 3 weeks away from completion. "There will be a punch list of busy work, (little things) that will have to be addressed, including seeding and laying straw. Also, a portion of fence needs taken care of when the tree fell on it this winter." He reported that the Belmont Sidewalk Project is moving quickly. Also announcing, ODOT will be paving SR 193 with a 1 inch overlay of rubberized product next month. Trustee Cizmar asked if the ODOT work will be done at night. Wayne wasn't sure but would find out. Wayne plans to open Churchill Park rest rooms next week. Center Park will have to wait until the construction is complete. The park seasonal workers started last week, but with school schedules they have limited hours for now. The road crew is working on drains, catch basins, and switching from salting roads to street sweeping. Last, he plans to start mowing and asked everyone to slow down when driving near those working on the roadways.

Zoning Inspector Ms. Melissa Ritchie presented her report noting the substantial number of permit requests, as well as violations issued. Now that the weather is better, she will be going through neighborhoods, street by street, looking for any issues. She provided an update on the IWorQ's system. She has a zoom meeting scheduled tomorrow, adding she looks to go live by June 16<sup>th</sup>. It should run smoothly, she said, as she is very familiar with the software.

#### **New Business:**

Motion to approve the minutes of the Thursday, March 19, 2026 Regular meeting and the March 26, 2026 Special meeting.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

Motion to approve warrant/eft expenditures for the month of March 2026 in the amount of \$658,860.58 warrants #27527 through #27596 inclusive.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

Motion to approve the Purchase Order Listing and any Then and Now Certificates for the month of March 2026.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

26-67 Motion to increase appropriations from the Ohio Opioid Fund for \$10,000 for the donation to the Clarence Smith Memorial First Responder building construction in Mahoning County.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

Comment by Fiscal Officer Connelly: The original check issued last year was accidentally destroyed. He had to issue a new check this year; however it was not budgeted, so the appropriations need to be increased to cover this.

26-68 Motion to pass the following Cybersecurity Policy:

The purpose of this policy is to establish a framework for protecting the confidentiality, integrity, and availability of the Liberty Township information systems, data, and technology resources in compliance with R.C. §9.64 cybersecurity requirements.

### **Liberty Township Cybersecurity Policy**

#### **1. Purpose**

The purpose of this policy is to establish a framework for protecting the confidentiality, integrity, and availability of the Liberty Township information systems, data, and technology resources in compliance with R.C. §9.64 cybersecurity requirements.

#### **2. Scope**

This policy applies to all elected officials, employees, contractors, vendors, and third parties who access or manage Liberty Township's technology resources. These technology resources include but are not limited to:

- Computers, servers, and mobile devices
- Cloud services and hosted applications
- Networks and telecommunications systems
- Sensitive or confidential data (e.g., Personally identifiable information, financial, law enforcement, health-related, or other protected records)

#### **3. Policy Statement**

Liberty Township is committed to safeguarding its information systems against cybersecurity threats and ensuring compliance with R.C. §9.64 by:

- Establishing baseline cybersecurity practices.
- Providing ongoing cybersecurity awareness training.
- Preparing for detection, response, and recovery from incidents.
- Reviewing and updating cybersecurity policies annually.

#### **4. Roles and Responsibilities**

- **Board of Trustees:** Approves cybersecurity policy and ensures resources are allocated.
- **Township Administrator and Department Heads:** Oversees policy implementation, coordinates with IT providers and legal counsel, and reports any cybersecurity incident as required by R.C. 9.64.
- **IT Provider:** Implements technical safeguards, monitors for threats, and reports incidents to the Township Administrator.
- **Employees/Users:** Follow cybersecurity protocols, complete training, and report suspicious activity to their department head.

#### **5. Cybersecurity Controls**

##### **5.1 Access Control**

- All employees and other users of Liberty Township's technology resources must use unique user IDs and strong passwords to access the technology.
- All employees and other users of Liberty Township's technology resources must use Multi-factor authentication (MFA) for **remote** or **administrative access** to any of Liberty Township's technology resources. The Township IT Vendor is responsible for implementing MFA for all such users.

- The Township IT Vendor shall take action to limit access to sensitive data on a “least privilege” basis, i.e. to give each user only the minimum permissions necessary to perform their required tasks.

## **5.2 Network and System Security**

- The Township IT Vendor shall maintain up-to-date firewalls, antivirus, and intrusion detection/prevention.
- The Township IT Vendor shall apply software patches and updates within 30 days of release.
- Critical systems including the UAN network, LEADS and other police technology systems shall be insulated from public networks when possible.

## **5.3 Data Protection**

- The Township IT Vendor shall implement systems to encrypt sensitive data at rest and in transit.
- The Township IT Vendor shall regularly back up critical data and test restoration procedures.
- The Township shall retain records according to Ohio records retention schedules.

## **5.4 Incident Response**

- The Township Administrator is the Incident Response Lead responsible for responding to any cybersecurity incident.
- The Township IT Vendor shall implement procedures for detecting cybersecurity incidents.
- Every Township employee and vendor is responsible for *immediately* reporting any suspected cybersecurity incident to their supervisor, who shall escalate the suspected incident to the Township Administrator for response.
- In the event of a cybersecurity incident, the Township Administrator shall notify the following parties in the manner listed:
  - (1) The executive director of the division of homeland security within the department of public safety, through the Ohio Cyber Integration Center, by emailing [OCIC@dps.ohio.gov](mailto:OCIC@dps.ohio.gov), or through another in a manner prescribed by the executive director, as soon as possible but not later than seven days after the political subdivision discovers the incident;
  - (2) The Auditor of State, using the Cybersecurity Reporting Form or in a manner otherwise prescribed by the auditor of state, as soon as possible but not later than thirty days after the Township Administrator discovers the incident.
  - (3) Any other parties as required by law.
- The Township Administrator shall conduct a post-incident review and update policies as needed.
- The Township IT Vendor shall establish procedures for the repair and subsequent maintenance of infrastructure after a cybersecurity incident.

## **5.5 Training and Awareness**

- All employees and officials that use any Township Technology Resources are required to complete cybersecurity awareness training annually.
- Within 30 days after the adoption of this Policy, all township Employees and officials who use any Township Technology Resources are required to complete the online Cyber Mindfulness Course from the Ohio Cyber Range Institute <https://www.ohiocyberangeinstitute.org/opci> or the ESET Cybersecurity Awareness Training <https://www.eset.com/us/business/cybertraining/welcome/> or a similar training approved by the Township Administrator.
- Within 30 days after the adoption of this Policy, all township Employees and officials who have any role in township financial transactions, such as preparing payroll,

processing payments, etc., (including those cross-trained in these areas) shall read the Auditor of State Bulletin 2024-003, Payment Re-Direct and Business Email Compromise Schemes.

- Police officers and others handling restricted data shall complete all required training related to the protection of such information.
- The attached Standard Operating Procedure for altering any bank account information is adopted by the Township, and must be read and followed by all employees involved in payroll or payment processing.

#### **5.6 Vendor and Third-Party Management**

- All vendors are required to comply with Liberty Township's cybersecurity standards.
- Contracts entered into with vendors shall contain cybersecurity clauses and breach notification requirements as appropriate.

### **6. Compliance and Review**

- This policy will be reviewed annually and updated to reflect changes in technology, law, and organizational needs.
- Departments and third-party IT providers must submit evidence of compliance to the Township Administrator annually.

### **7. Enforcement**

Violations of this policy may result in disciplinary action up to and including termination of employment or contract, as well as potential civil and criminal penalties in accordance with applicable law.

### **8. Effective Date**

This policy takes effect immediately upon adoption by the Board of Trustees. Implementation of technical and training requirements must be completed no later than June 30, 2026.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

The Law Director Cherry Poteet was asked to explain the reason for the policy: The auditor requires townships to adopt a policy. The Fiscal Officer worked with the township's IT specialist Joel Davis.

26-69 Motion to pass the following policy for Requested Changes to Payment Information:  
To detect possible fraudulent activity which has increased through the use of the internet, Liberty Township is adopting the following additional internal controls.

#### **Liberty Township Policy for Requested Changes to Payment Information**

##### **1. Requests for Changes to Direct Deposit of Payroll:**

Requests for changes in direct deposit are required to be made in person to the Fiscal Office. The employee must fill out and sign an Authorization Agreement for Automatic Deposit and provide a copy of a canceled check or bank statement with routing and account number from their bank / financial institution.

##### **2. Detecting Fictitious Vendors**

One area for potential fraud is through the use of fictitious vendors, either by receiving bills for services not rendered or requested, receiving duplicate bills for payments already made, or by requests for payment to a fictitious vendor with a similar name to an already existing authorized vendor. Before any payment is made to a vendor, the employee shall match the payment to an existing contract or purchase order and shall verify that the business name, W-9, tax identification number, address, and bank account information is correct.

##### **3. Avoiding Payment Redirect and email compromise schemes.**

Fraudulent payment re-direct and email compromise schemes use the telephone or internet, generally email, to request changes to payment or bank account information. Generally, a cybercriminal creates an email account that appears to be from one of the government's actual suppliers or employees. Using this

email, the cybercriminal instructs the government to change payment instructions, steering the funds to a fraudulent bank account.

To avoid these schemes, the township will not make any change to the contact or banking information of a vendor or employee without independent verification. The following procedures are required before changing information:

4. Requests for changes for payment to Vendors

- If an email is received with a change to payment information, DO NOT RESPOND TO THE EMAIL! Never use email correspondence, or information provided in an email, to verify a payment change.
- In-person verification is to be used whenever possible for requests to change payment information. It is a best practice to also use a second-person verification when the vendor is not personally known by the employee, or a valid government id must be produced, and the person's authority to act for the vendor verified.
- If distance prevents in-person verification, use only an independently verified contact person and telephone number. Do not use contact information or any links from the change request; instead, use a phone number from a validated source, such as a prior invoice or the company's vendor file.
- When using a telephone call to validate the vendor contact or identity of an employee, always ask the employee or vendor a question related to past experiences or conversations that only they would know the answer to.

If contact information cannot be obtained through the above methods, a letter confirming the change will be sent to the main vendor's address and banking information will not be changed until verification is received from the requesting company.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

The Law Director Cherry Poteet was asked to explain the policy: The Auditor of the State recommends a tighter policy with the recent theft of Bazetta Township funds.

The Fiscal Officer added: We had a recent incident where we received an email from an employee moving to another State asking to have his bank account changed for his final paycheck. The employee's account was hacked, but we were able to stop the fraudulent transaction.

26-70 Motion to adopt a Resolution to abate nuisance by requiring removal of junk, garbage and debris from the property at 5050 Fifth Avenue Extension:

**RESOLUTION PURSUANT TO O.R.C. 505.87 TO REQUIRE THE OWNER OF PROPERTY AT 5050 FIFTH AVENUE EXTENSION TO REMOVE JUNK, GARBAGE, REFUSE AND DEBRIS FROM THE PROPERTY**

WHEREAS, Ohio Revised Code §505.87 authorizes a Board of Trustees to provide for the abatement, control, or removal of garbage, refuse, and other debris from land in the township, if the board determines that the owner's maintenance of that garbage, refuse, or other debris constitutes a nuisance; and

WHEREAS, the Property located at 5050 Fifth Avenue Extension, Youngstown, OH 44505, Liberty Township ("the Property") has been inspected and photographs taken and there is junk, garbage and debris stored in the yard on the Property, including in multiple trailers.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Liberty Township, Trumbull County, Ohio as follows:

Section 1: The Board of Trustees hereby determines the junk, garbage and debris stored in the yard, and in multiple trailers on the property, constitutes a nuisance.

Section 2: Notice shall be given to the owner(s) of the Property and any lienholders (Parties in Interest) by certified mail, posting on the property, or as otherwise provided in R.C. 505.87, of the Township's declaration that the junk, garbage and debris constitutes a nuisance, and of their right to request a hearing to dispute this determination.

Section 3: If the Property Owner or other Party in Interest fails to request a hearing before the Board and fails to remove the junk, garbage, and debris within ten (10) days of notice, the Board may contract for the removal and disposal of the garbage, junk and debris from the Property.

Section 4. The total costs incurred by the Township for the removal and disposal of the junk, garbage and debris, and the costs incurred in providing notice, shall be certified by the Township Fiscal Officer to the county Auditor who shall place the costs upon the tax duplicate to be a lien upon such lands from and after the date of entry. The costs shall be collected as other taxes and returned to the Township general fund.

This Resolution shall take effect immediately upon adoption.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Abstain. Motion carried.

26-71 Motion to adopt a Resolution to abate nuisance by requiring removal of junk vehicles, junk, garbage and debris from the property at 1484 West Liberty:

RESOLUTION PURSUANT TO O.R.C. 505.87 and 505.871 TO REQUIRE THE OWNER OF PROPERTY AT 1484 WEST LIBERTY TO REMOVE JUNK VEHICLES, JUNK, GARBAGE, REFUSE AND DEBRIS FROM THE PROPERTY

WHEREAS, Ohio Revised Code §505.87 authorizes a Board of Trustees to provide for the abatement, control, or removal of garbage, refuse, and other debris from land in the township, if the board determines that the owner's maintenance of that garbage, refuse, or other debris constitutes a nuisance; and

WHEREAS, Ohio Revised Code §505.871 authorizes a township Board of Trustees to require the property owner to remove junk motor vehicle(s) from property in the township; and

WHEREAS, the Property located at 1484 West Liberty Street, Hubbard, Ohio 44425, Liberty Township ("the Property") has been inspected and photographs taken and there is junk, garbage and debris on the Property, and there are vehicles located on the Property, not within a building, that appear to be "junk motor vehicles".

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Liberty Township, Trumbull County, Ohio as follows:

Section 1: The following vehicles on the Property appear to be junk motor vehicles:

White and Yellow Dump Truck License JTB 8049

Chrysler Town-Country Gold Minivan License RMN634

Triumph Trailer 5<sup>th</sup> wheel

GMC Sierra Truck – 4 dr Blue

Utility Trainler #1 – 2 axels

Dodge Ram Van – White

Honda Motorcycle

Motorhome – White – “the Suite by Georgie Boy”

Pop Up Camper – Blue

Transit Van – No Logo – Light Gray

Chevy Colorado – 4 door – Sliver

Steury Popup Camper – White/Green

Acura RDX SUV – Black

GMC Canyon Truck – 4 door Yellow

Chevy Equinox – Red

Honda Accord – Red

Lincoln MKZ – White

Utility Trailer #2 – 2 axels

Subaru Car – Burgandy

Section 2: The Board of Trustees hereby determines the above described motor vehicles on the Property are "junk motor vehicles" as defined in Ohio Revised Code Section 505.173 as a vehicle meeting all of the following criteria: being (1) three model years old or older, (2) apparently inoperable, and (3) extensively damaged, including but not limited to, any of the following: missing wheels, tires, engine or transmission.

Section 3: The Board of Trustees hereby determines the junk, garbage and debris, including a refrigerator, a Pepsi vending machine, multiple tires and wheel rims, a trailer, coolers, mattress and box spring, and other junk, stored in the yard, on the property, constitutes a nuisance.

Section 4: Notice shall be given to the owner(s) of the Property and any lienholders (Parties in Interest) by certified mail, posting on the property, or as otherwise provided in R.C. 505.87 and 505.871, of the Township's declaration that the junk vehicles, junk, garbage and debris constitutes a nuisance, and of their right to request a hearing to dispute this determination.

Section 5: If the Property Owner or other Party in Interest fails to request a hearing before the Board and fails to remove the junk vehicles, junk, garbage, and debris within fourteen (14) days of notice, the Board may contract for the removal and disposal of the junk vehicles, garbage, junk and debris from the Property.

Section 6. The total costs incurred by the Township for the removal and disposal of the junk, garbage and debris, and the costs incurred in providing notice, shall be certified by the Township Fiscal Officer to the county Auditor who shall place the costs upon the tax duplicate to be a lien upon such lands from and after the date of entry. The costs shall be collected as other taxes and returned to the Township general fund.

This Resolution shall take effect immediately upon adoption.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

Comment: Trustee Cizmar said, "as long as it's a notice and they have an opportunity to have a hearing."

26-72 Motion to adopt a Resolution to abate nuisance by requiring removal of junk vehicles, junk, garbage and debris from the property at 3185 Fifth Avenue:

**RESOLUTION PURSUANT TO O.R.C. 505.87 and 505.871 TO REQUIRE THE OWNER OF PROPERTY AT 3185 FIFTH AVENUE TO REMOVE JUNK VEHICLES, JUNK, GARBAGE, REFUSE AND DEBRIS FROM THE PROPERTY**

WHEREAS, Ohio Revised Code §505.87 authorizes a Board of Trustees to provide for the abatement, control, or removal of garbage, refuse, and other debris from land in the township, if the board determines that the owner's maintenance of that garbage, refuse, or other debris constitutes a nuisance; and

WHEREAS, Ohio Revised Code §505.871 authorizes a township Board of Trustees to require the property owner to remove junk motor vehicle(s) from property in the township; and

WHEREAS, the Property located at 3185 Fifth Avenue, Youngstown, Ohio 44505, Liberty Township ("the Property") has been inspected and photographs taken and there is junk, garbage and debris on the Property, and there are vehicles located on the Property, not within a building, that appear to be "junk motor vehicles".

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Liberty Township, Trumbull County, Ohio as follows:

Section 1: The following vehicles on the Property appear to be junk motor vehicles:

Red Chevy Pickup Truck

Gray/Black Chevy Pickup Truck

White Acura 4 door Car

Section 2: The Board of Trustees hereby determines the above described motor vehicles on the Property are "junk motor vehicles" as defined in Ohio Revised Code Section 505.173 as a vehicle meeting all of the following criteria: being (1) three model years old or older, (2) apparently inoperable, and (3) extensively damaged, including but not limited to, any of the following: missing wheels, tires, engine or transmission.

Section 3: The Board of Trustees hereby determines the junk, garbage and debris, including pallets, tarps, old windows, scrap, wood, and other junk, stored in the yard, on the property, constitutes a nuisance.

Section 4: Notice shall be given to the owner(s) of the Property and any lienholders (Parties in Interest) by certified mail, posting on the property, or as otherwise provided in R.C. 505.87 and 505.871, of the Township's declaration that the junk vehicles, junk, garbage and debris constitutes a nuisance, and of

their right to request a hearing to dispute this determination.

Section 5: If the Property Owner or other Party in Interest fails to request a hearing before the Board and fails to remove the junk vehicles, junk, garbage, and debris within fourteen (14) days of notice, the Board may contract for the removal and disposal of the junk vehicles, garbage, junk and debris from the Property.

Section 6. The total costs incurred by the Township for the removal and disposal of the junk, garbage and debris, and the costs incurred in providing notice, shall be certified by the Township Fiscal Officer to the county Auditor who shall place the costs upon the tax duplicate to be a lien upon such lands from and after the date of entry. The costs shall be collected as other taxes and returned to the Township general fund.

This Resolution shall take effect immediately upon adoption.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

Comment: Trustee Cizmar said, "as long as it's a notice and they have an opportunity to have a hearing."

#### 26-73 RESOLUTION AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2026

WHEREAS, Liberty Township, Trumbull County (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and

b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and

c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees that each party hereto shall be responsible for liability associated with that party's own errors, actions, and failures to act.

d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and

e. The Political Subdivision hereby agrees to purchase a minimum of 85% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and

f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and

g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, May 1, by 5:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

THIS RESOLUTION MUST BE UPLOADED TO THE SALT PARTICIPATION WEBSITE BY NO LATER THAN MAY 1, 2026.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

26-74 Motion to accept the resignation of part time firefighter Jacob Jaynes effective 4/1/26. Good luck.  
Motion: Mr. Cizmar. Second: Mr. Clebone.  
Roll Call: Mr. Cizmar, Yes. Mr. Clebone, Yes. Mr. Stanley, Yes. Motion carried.

26-75 Motion to accept the resignation of full-time firefighter John Rongyos effective 4/27/26. Best of luck.  
Motion: Mr. Stanley. Second: Mr. Cizmar.  
Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

26-76 Motion to promote part time Firefighter/EMT Anthony Jackman to full-time probationary status per the terms of the bargaining agreement between the IAFF and Board of Liberty Township Trustees effective April 15, 2026.  
Motion: Mr. Stanley. Second: Mr. Cizmar.  
Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

26-77 Motion to hire Vince Kubala as a full-time probationary Firefighter/EMT per the terms of the bargaining agreement between the IAFF and Board of Liberty Township Trustees pending a successful background check and drug testing. First day worked will be his hire date.  
Motion: Mr. Clebone. Second: Mr. Cizmar.  
Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

26-78 Motion to approve the increase in appropriations in the general fund by \$141,208.50 for the sidewalk project from Shady Rd to Belmont Ave (work completed by contractor – Foust) This is a reimbursable grant through WRTA.  
Motion: Mr. Clebone. Second: Mr. Stanley.  
Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.  
Comment made by Trustee Cizmar: “I guess.”

26-79 Motion to continue with York Mahoning for preventative maintenance for HVAC Systems.  
Motion: Mr. Cizmar. Second: Mr. Stanley.  
Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

A Potter’s Circle resident raised concerns regarding the poor condition of Potters Cir., citing large rocks and mud runoff into storm drains following recent rains. Road Superintendent Hickman clarified that because the roadway has not yet been accepted by the township, it remains under the jurisdiction of the County Engineers and the Soil and Water Department. Trustee Stanley committed to contacting the county to advocate for improvements on the residents’ behalf.

A Timbercrest resident made a noise complaint regarding her neighbor’s motion-activated pest repellent devices. Although marketed as inaudible to humans, the resident and several neighbors—supported by written statements—claim the high-frequency sounds are clearly audible and highly disruptive. In her opinion, the noise has caused migraines and sleep deprivation for family members, and is particularly distressing for her autistic child and grandchildren. Despite attempts at a respectful resolution, the neighbor responded with threats of a restraining order. Police Chief Ray Buhala is now scheduled to personally visit the property to investigate the noise levels.

Trustee Arnie Clebone highlighted two upcoming events: a history-filled 250th Celebration at Churchill Park on July 18th, and a community bike ride starting at Wick Park on May 17th featuring 5, 12, and 32-mile routes. Arnie wrapped up by thanking Melissa for her work in getting the junk abatements added to tonight’s agenda.

Trustee Greg Cizmar announced that the township’s litter clean-up is set for April 25th. Volunteers will be fully equipped thanks to our partners: Giant Eagle is providing snacks and water, the Geauga-Trumbull Solid Waste District is supplying gloves, t-shirts, and bags, and the township will provide reflective vests. Additionally, while the recent auction was a success, the firetruck remains available as the initial offers did not meet the reserve price. It will be re-listed in the next auction.

Trustee Devon Stanley recently appeared on WFMJ Today to advocate for the upcoming Police Levy—the township's first requested increase since 2004. Stanley highlighted that while Liberty Township boasts some of the best-trained officers in Trumbull County, the loss of speed camera revenue has forced the roster down from 21 to 17. Passing this levy is essential to restoring staffing to industry-recommended levels.

Motion to adjourn into executive session to consult with the attorney regarding labor negotiations at 6:51 p.m.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

Motion to adjourn from executive session at 7:08 p.m. and return to regular session.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

26-80 Motion to approve a tentative offer with the Teamsters Full Time Clerical Workers Union.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Abstained. Motion carried.

26-81 Motion to approve a tentative offer with the Teamster Road Department Union.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Abstained. Motion carried.

Trustee Clebone left the meeting at 7:09 p.m.

Motion to return to executive session to continue consult with attorney for negotiations at 7:10 p.m.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

Motion to end executive session at 7:19 p.m.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

Motion to adjourn meeting at +7:20 p.m.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

Next business meeting is Thursday, April 23, 2026 at 8:00 a.m.

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MATTHEW CONNELLY  
FISCAL OFFICER

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GREG CIZMAR, CHAIRPERSON